

St. Paul Boulevard Fire District
Minutes of the 1246th Regular Meeting of the Board of Fire Commissioners
Cooper Road Firehouse, 433 Cooper Road
January 26, 2026

The meeting was called to order at 5:00 PM by Chairperson Weaver.

Attendance:

Chairperson Weaver, Commissioner Shafer, Commissioner Gartland, Commissioner Wise, Commissioner Skelton, Chief Stavalone, and Asst. Business Manger Ben Skelton.

Excused: Secretary/ Treasurer Zubrzycki

Pledge: The pledge of allegiance was led by Commissioner Shafer.

Public Appearances: None.

Moment of Silence: A moment of silence was held in memory of all past members of the St. Paul Blvd. Fire District.

Prior Minutes:

The minutes of December 29, 2025 commission meeting and January 7, 2026 Organizational Meeting, have been distributed previously and are in the Board members' folders. Chairperson Weaver moved to dispense with the reading of the minutes and asked if the Board members had sufficient time to review the minutes prior to tonight. All members responded affirmatively. Chairperson Weaver asked for a motion to approve the minutes. A motion was made by Commissioner Shafer and second by Commissioner Skelton to approve the minutes of December 29, 2025 and January 7, 2026. This motion was carried 5-0.

Correspondence and Petitions:

Incoming: The Board of Commissioners received the nominations for the St. Paul Blvd Fire Association positions and reviewed and acknowledged these nominations.

Outgoing: None

Chief's Report:

Chief Stavalone reported on the following items:

- 114 calls ytd. 2,025 calls in 2025.
- Chief Stavalone distributed copies of Lieutenant MTO O'Neal's application for the role of Fire Captain MTO. After discussion, a motion was requested to promote Lieutenant MTO O'Neal to the role of Captain MTO on February 1, 2026. A motion was made by Commissioner Wise and seconded by Commissioner Skelton. The motion passed 5-0.
- Members went to Appleton, WI for a final inspection of the new Rescue. Battalion Chief McMahon is in the process of obtaining equipment for the new Rescue. Commissioner Wise and Chief Stavalone have been discussing with Captain Kaspar to prepare for the time between the departure of the current Rescue and the arrival of the new Rescue, including what adjustments need to be made for there to be no gap in service.

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- Chief Stavalone requested approval for the purchasing of 26 new fire hose nozzles, as part of phase 2 of the fire hose changeover, not to exceed \$8,000.00. This has been budgeted to come out of the equipment budget. A motion was made by Commissioner Skelton and seconded by Commissioner Wise. This motion passed 5-0.
- The Building Committee met to discuss different mailer options for future vote notifications.

Report of the Attorney: No Report.

Report of Secretary: No Report

Communications & Information Technology:

Commissioner Weaver reported on the following items:

- 3 Desktops, 2 iPads, 15 Portable Batteries, and 1 Replacement Speaker Mic have been ordered, all of which have been received except for the desktops. A Microsoft Surface was ordered to improve Chief Stavalone’s ability to accomplish remote work.
- Annual access and permissions lists have been distributed to Chairperson Weaver and Chief Stavalone for review of current access and permissions for members. These lists are to be reviewed and updated for this coming year.

Apparatus, Equipment & Insurance:

- As noted in the Chief’s report, members went to Appleton, WI for final inspection of the new fire engine.

Personnel: No Report

Strategic and Long-Term Planning and Research: No Report

Building & Grounds: No Report

Building Master Plan and Long-Term Planning:

Commissioner Gartland reported on the following items.

- The Training Facility construction project is looking to break ground February 16, 2026.
- As noted in the Chief’s report, the building committee met to discuss the logistics of sending out mailers for future notifications, including but not limited to future votes.

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Reading of the Bills:

Asst. Business Manager Skelton presented abstract #1 and abstract #2 to be approved for payment (copy filed with these minutes). Treasurer Zubrzycki was absent due to travel and weather delays.

The total expenses for the month were \$246,206.91. Notable expenses for this month to bring to the Board's attention were \$42,370.00 to Passero Architecture for and \$8,110.21 to Brite for desktops, iPads, portable batteries, and speaker mic.

Asst. Business Manager Skelton also reviewed the income revenue for the month which totaled \$30,208.66 which included \$19,623.98 revenue from CD investments. Also \$1,089.75 revenue from Cell Tower rental income.

After a review of the finalized abstracts issued by Treasurer Zubrzycki the following morning, January 27, 2026, a motion by Commissioner Shafer and seconded by Commissioner Gartland to approve the bills after proper auditing by the Board was carried 5-0.

Old Business: No Report

New Business:

- Red Cross Blood Drives will be held at the Cooper Road Fire House on the following Saturdays from 9am to 2pm: March 3, May 2, July 11, September 5, and November 7.
- Monroe Country has requested that it use the Cooper Road Fire House as its polling site for the dates of June 23, and November 3, from the hours of 5am to 10pm.
- The West Irondequoit School Board requested that it use the Cooper Road Fire House as its budget polling site on May, 19. The hours for this polling is not available at the time of this meeting.

Executive Session:

Chairperson Weaver then moved the meeting to an Executive Session for a personnel matter. The Executive Session started at 6:03pm. This Executive Session was terminated at 6:59pm.

Adjournment:

There being no further business, the January 26, 2026, meeting was moved for adjournment by Commissioner Gartland and second by Commissioner Skelton at 7:00 pm. The motion was carried 5-0.

Respectfully submitted,
Ben Skelton
Asst. Business Manger